



VETERINARY BOARD OF GOVERNORS  
Minutes of Meeting

A meeting of the Washington State Veterinary Board of Governors was called to order at 9:00 AM on Monday, December 10, 2007, by Willard Nelson, DVM, Chair. The meeting was held in Conference Room One, at the Department of Health, Center Point Corporate Park, 20435 72nd Avenue South, Kent, Washington, 98032.

**BOARD MEMBERS PRESENT:**

Willard Nelson, DVM, Chair  
William Keatts, DVM  
Harmon Rogers, DVM  
Camilo de Guzman, DVM  
Timothy Gintz, DVM  
Holly Bard, Public Member  
Deborah Cofer, LVT

**STAFF PRESENT:**

Judy Haenke, Acting Executive Director  
Janette Benham, Program Manager  
Don Painter, Assistant Chief Investigator

**OTHERS PRESENT:**

Candace Joy, Washington State Veterinary Medical Association  
Karen Norton, Washington State Association of Veterinary Technicians

**ORDER OF AGENDA**

**OPEN SESSION:**

9:00 a.m.

**Call to Order – Willard Nelson, DVM, Chair**

1. Approval of Agenda  
The agenda was approved as written with the addition of one item of correspondence.
2. Approval of the September 27, 2007 minutes  
The minutes were approved as written.

## Reports - Information

### 3. Willard Nelson, Chair

Dr. Nelson introduced new board member, Deborah Cofer, Licensed Veterinary Technician. Ms. Cofer practices at the Edmonds Veterinary Hospital. Timothy Gintz, DVM, was introduced as a new board member. Dr. Gintz practices in Tacoma where he is the Medical Director and practicing Veterinarian at Pacific Avenue Veterinary Centers. Janette Benham was introduced and is the program manager. She started with the Department of Health on November 16, 2007.

Dr. Nelson reported on highlights of the AASVB meeting in South Carolina.

- Washington will be the 25th state to accept the PAVE program.
- Another area discussed at the meeting was unlicensed practice (particularly in Florida).
- NBVME is discussing species-specific exams for companion animals and equine.

### 4. Judy Haenke, Acting Executive Director

Ms. Haenke reported on the following:

The workload study done by the Department of Health was conducted to identify areas of slowing of workflow. Staff were asked to wear pagers and report specific job-related tasks when paged. The outcome will be used to show where the Department may need additional staff.

There will be “meet me” calls (conference calls) this session to discuss legislation affecting professions. The calls will generally be on Tuesday mornings and will begin mid-January.

Initiative 960 will be in effect December 6, 2007, and states that all licensing taxes and fees either to be imposed or amended have to be approved by the legislature. A fee study is being conducted to determine whether a raise in licensing fees is needed to support programs.

### 5. **Criteria for identifying a report that constitutes a potential immediate danger.**

The Department of Health developed procedure 212 to respond to immediate danger cases by secretary governed health care professionals. Procedure 212 is being presented to boards and commissions for consideration when determining their own guidelines regarding immediate danger cases. Procedure 212 gives staff guidelines to identify immediate danger.

Following review and discussion, there were no recommendations for additions by the Board.

**6. Correspondence**

6.1 - Continuing education requests for extension were reviewed. One request was from a veterinarian specializing in equine dentistry requesting an extension that would allow them to attend field-specific CE. After review and discussion, this request was denied. The second request was from a veterinarian who had a death in their immediate family. After review and discussion, this extension was granted for one year.

6.2 - A request was made by a New York veterinarian for guidance regarding consultation by veterinarians outside of Washington to licensed Washington veterinarians. The board decided such consultation being offered electronically or by phone is legal in Washington as long as contact is with a veterinarian licensed in Washington, not the general public.

**7. Officers for 2008**

Chair: William Keatts, DVM  
Secretary: Harmon Rogers, DVM

**11:15 a.m. Presentation:**

**8. Presentation of Mandatory Reporting Rules**

Margaret Gilbert, Senior Staff Attorney for Health Systems Quality Assurance presented information on Mandatory Reporting Rules. HB 2974 gives authority to the secretary of the Department of Health to adopt uniform rules on mandatory reporting that apply to all professions. Governor Gregoire directed the Department of Health to have mandatory reporting rules in place by March 2008. A new draft of the rules will be on the Department of Health web site the week of December 10-15, and the department is asking for feedback from the boards and commissions regarding these rules. Board members may make their opinions known by going on the web site individually and submitting feedback. Notices soliciting feedback will be sent out via List Serve. The Department of Health is asking all Boards to review the mandatory reporting rules and submit comment offering suggestions for improvement. Information and comments received to date are available on the Department of Health web site. Click on "rules" on the left-hand side of the home page. Comments may be added here. The comment period has been extended to December 20, 2007. Mandatory reporting is only required when there is a determination or finding of unprofessional conduct or unsafe practice.

**12:00 p.m. to 1:00 p.m. LUNCH:**

**12:10 p.m. Presentation**

## **9. Bonnie King, Director, Health Professions Quality Assurance**

Ms. King gave an update and overview of the Health Systems Quality Assurance Organizational Restructure. In addition to outlining how responsibilities within the department will be realigned, Ms. King assured the board they will still be able to contact the same people at the same phone numbers they presently use when in need of board support.

## **1:15 p.m. Rules Work Session**

### **10. Report on Current status of rulemaking**

10.1 – Update on patient abandonment and facilities and practice management rules.

10.2 – WAC 246-933-Specialty Licensure—Update was given on the PAVE program.

10.3 – WAC 246-935-050-Animal Health Care Tasks—Update was given regarding animal health care tasks. There will be an approved workgroup meeting to work on language for animal health care tasks and provide recommendations to the Board.

### **11. Development of rules to implement House Bill 1331 Related to Veterinary Technicians**

11.1 – Review of proposed continuing education rules. A motion was made to only include specialty groups recognized by the National Association of Veterinary Technicians in America, and change “magazines” to “journals”, and that Veterinary Technician CE requirements move to the rule-making process. Motion seconded and carried.

11.2 – Review of proposed tasks and procedures to be completed during the period of practical experience. The Board discussed comments to tasks and procedures. Proposal by Linda Crider, DVM, was reviewed. Discussion followed regarding the need for a standardized approach to the assessment of veterinary technician’s knowledge and skills. Dr. Nelson suggested exploring other models to help form the tasks and procedures. A motion was made to use the framework proposed by Dr. Crider in the development of broad and standardized tasks and procedures, and to develop workgroup to provide recommendations to the Board. Members of the workgroup will be Dr. Gintz, Deborah Cofer, Dr. Crider, Judy Haenke, and Janette Benham. Motion seconded and carried.

11.3 – Development of forms for attestation to completion of the required tasks and procedures during the period of practical experience. The development of forms will be the responsibility of the workgroup and will include a checklist as part of the application.

11.4 – Status of individuals currently pursuing five years of practical experience. There are currently 27 individuals registered to take the exam. A motion was made that until the Board finalizes rules that identify tasks and procedures,

applicants will be allowed to sit for the exam and the Board will accept 5 years of documented practical experience under the supervision of a licensed veterinarian as meeting the training requirement toward Veterinary Technician licensure. Motion seconded and carried.

**12. Open Forum**

No additional comments from the audience.

**3:30 p.m. CLOSED SESSION**

**13. Disciplinary Case Review**

**Meeting was adjourned at 3:45 p.m.**

APPROVED: \_\_\_\_\_  
Willard Nelson, DVM, Chair